

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2016, by and between the Lexington-Fayette Urban County Government, an urban county government of the Commonwealth of Kentucky pursuant to KRS 67A (hereinafter "GOVERNMENT"), whose mailing address is 200 East Main Street, Lexington, Kentucky 40507, and Alta Planning and Design, North Carolina, (hereinafter "CONSULTANT"), whose mailing address is 111 E. Chapel Hill St., Ste. 100, Durham, NC 27701.

WITNESSETH:

WHEREAS, GOVERNMENT has been awarded federal funds from the Commonwealth of Kentucky, Transportation Cabinet under the Highway Planning and Construction Program Discretionary PL funding (Catalog of Domestic Assistance Program Number 20.205) for the support of Lexington Area Metropolitan Planning Organization Bike and Pedestrian Master Plan Update;

WHEREAS, GOVERNMENT issued a Request for Qualifications (RFP #34-2016) for Bike and Pedestrian Master Plan Services and selected CONSULTANT to perform the herein described services;

WHEREAS, the GOVERNMENT'S responsibility for ensuring compliance with all grant requirements necessitates a written AGREEMENT with CONSULTANT;

NOW, THEREFORE, in consideration of the foregoing and mutually agreed upon promises, conditions, and covenants hereinafter set forth, pursuant to grant requirements, the parties hereto agree as follows:

ARTICLE I

General Terms:

1. The term of this Agreement shall be for a period beginning January 1, 2017, and continuing until December 30, 2017. This Agreement is contingent upon continued availability of appropriated federal funds.
2. The total amount of grant funds available for distribution by the GOVERNMENT for the support of the herein-described services shall be \$220,000.

ARTICLE II

Obligation of GOVERNMENT:

1. To provide up to \$220,000 in grant funds for the support of the herein-described contractual obligations.
2. To participate in the planning process as detailed in the Scope of Work, attached as Exhibit A.
3. Assist CONSULTANT by placing at his disposal available information pertinent to the Project. Examine all studies, reports, drafts and other documents presented by CONSULTANT, and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of CONSULTANT.
4. Designate in writing a person to act as GOVERNMENT'S representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret, and define GOVERNMENT'S policies and decisions with respect to materials, equipment, elements, and systems pertinent to CONSULTANT'S services.
5. Give written notice to CONSULTANT whenever GOVERNMENT observes or otherwise becomes aware of any development that affects the scope or timing of CONSULTANT'S services, or any defect in the work of Contractor(s).

6. Furnish or direct CONSULTANT to provide, necessary Extra Work as required by the GOVERNMENT.

ARTICLE III

Obligations of CONSULTANT:

1. CONSULTANT shall be responsible for completion of scope of work made a part of this Agreement by reference and in the Scope of Work and Budget Summary, attached as Exhibit A, in accordance with the terms and conditions of this Agreement and all applicable regulations or directives issued by the Kentucky Transportation Cabinet and/or the Federal Highway Administration.
2. CONSULTANT shall submit to the GOVERNMENT invoices requesting payment for services provided. Invoices shall include evidence of work completed and copies of invoices for which reimbursement is requested. Invoices shall be submitted to the GOVERNMENT on a monthly basis. CONSULTANT also agrees to submit a quarterly progress report within 30 days of the end of each calendar quarter for the duration of this agreement.
3. CONSULTANT shall follow the applicable federal guidelines for the procurement of subcontract services. Copies of all documentation for procurement of professional services shall be submitted to the GOVERNMENT. CONSULTANT shall obtain the GOVERNMENT'S prior approval of all subcontractors.
4. CONSULTANT agrees to comply with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and other applicable Federal regulations relating hereto, issued by the U.S. Department of Transportation.
5. CONSULTANT shall comply with all non-discriminatory requirements imposed by Title VI of the Civil Rights Act of 1964 and all applicable federal or state requirements, including Executive Orders. The CONSULTANT shall not discriminate on the basis of race, color, national origin, disability, gender, age, and sexual orientation. The CONSULTANT shall take affirmative action and not discriminate against any employee or applicant for employment. Such actions shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection of training, including apprenticeship. The CONSULTANT shall incorporate the foregoing requirements of this paragraph in all contracts for services covered by this Agreement.
6. CONSULTANT agrees to comply with the DBE requirements contained within 49 CFR Part 26.

DBE Assurance: The CONSULTANT and its subcontractors shall not discriminate on the basis of race, color, national origin or sex in the performance of this Agreement. Failure by the CONSULTANT to carry out applicable requirements of 49 CFR Part 26 is a material breach of this Agreement which may result in the termination of this Agreement. Each contract signed with a subcontractor must include this provision.

DBE Prompt Payment Requirement: The CONSULTANT must abide by 49 CFR Part 26.29 with regard to prompt payment mechanisms and retainage payment. If applicable, all subcontractors must be paid within ten (10) working days after the CONSULTANT has been paid for work performed or services delivered. CONSULTANT may not withhold retainage on a subcontract of this Agreement.
7. CONSULTANT shall retain all records pertinent to expenditures incurred under this Agreement, for a period of (3) three years after the termination of all activities funded under this Agreement. CONSULTANT shall also provide officials of the GOVERNMENT, officials of the U.S. Department of Transportation, the Kentucky Transportation Cabinet, the Finance and Administration Cabinet, the Auditor of Public Accounts and the Legislative Research Commission, or any of their authorized representatives, access to any books, documents, papers, or other records of CONSULTANT which are pertinent to funds expended under the terms of the Agreement, for purpose of financial audit or program review. The right of access shall be for the period in which records are retained. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions

that involve any of the records cited and that have started before the expiration of the three-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the three-year period, whichever occurs later. Furthermore, all books, documents, papers, records or other evidence provided to the GOVERNMENT, officials of the U.S. Department of Transportation, the Kentucky Transportation Cabinet, the Finance and Administration Cabinet, the Auditor of Public Accounts and the Legislative Research Commission which are directly pertinent to the Agreement shall be subject to public disclosure regardless of the proprietary nature of the information, unless specific information is identified and exempted and agreed to by the Secretary of the Finance and Administration Cabinet as meeting the provisions of KRS 61.878(1)(c) prior to the execution of this Agreement. The Secretary of the Finance and Administration Cabinet shall not restrict the public release of information which would otherwise be subject to public release if a state government agency were providing the service.

8. CONSULTANT swears under penalty of perjury, as provided by KRS 523.020, that neither he/she nor the entity which he/she represents has knowingly violated provisions of the campaign finance laws of the Commonwealth.

9. If applicable, pursuant to KRS 45A.485, the CONSULTANT shall reveal to the GOVERNMENT and the Kentucky Transportation Cabinet the final determination of a violation within the previous five (5) year period pursuant to KRS Chapters 139, 136, 141, 337, 338, 341 and 342. These statutes relate to the state sales and use tax, corporate and utility tax, income tax, wages and hours laws, occupational safety and health law, unemployment compensation law and workers compensation insurance law, respectively.

The CONSULTANT agrees to be in continuous compliance with the provisions of KRS Chapters 136, 139, 141, 337, 338, 341 and 342 for the duration of this Agreement. Failure to reveal a final determination of a violation of the referenced statutes or to comply with these statutes for the duration of the Agreement shall be grounds for the termination of the Agreement and disqualification from eligibility for future contracts for a period of two years.

10. CONSULTANT shall procure and maintain for the duration of this Agreement at its cost and expense the following or equivalent insurance policies at no less than the limits shown below and cause its subcontractors to maintain similar insurance with limits acceptable to GOVERNMENT in order to protect GOVERNMENT against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by CONSULTANT.

<u>Coverage</u>	<u>Limits</u>
General Liability (Insurance Services Office Form CG 00 01)	\$1 million per occurrence \$2 million aggregate or \$2 million combined single limit
Commercial Automobile Liability (Insurance Services Office Form CA 0001)	\$1 million per occurrence
Professional Liability	\$1 million per occurrence \$2 million aggregate
Worker's Compensation	Statutory
Employer's Liability	\$500,000.00

The policies above shall contain the following conditions:

a. All Certificates of Insurance forms used by the insurance carrier shall be properly filed and approved by the Department of Insurance for the Commonwealth of Kentucky. LFUCG shall be named as an additional insured in the General Liability Policy and Commercial Automobile Liability Policy using the Kentucky DOI approved forms. A copy of the certificates shall be submitted to GOVERNMENT and attached as Exhibit "B" to this Agreement.

- b. GOVERNMENT shall be named as an additional insured in the General Liability Policy and Commercial Automobile Liability Policy.
- c. The General Liability Policy shall be primary to any insurance or self-insurance retained by GOVERNMENT.
- d. The General Liability Policy shall include a Pollution Liability endorsement unless it is deemed not to apply by GOVERNMENT.
- e. The General Liability Policy shall have a Professional Liability endorsement (including Errors and Omissions), which shall include Business interruption coverage and this policy or endorsement shall include Environmental Casualty coverage for any services performed pursuant to the contract, and/or a separate Professional Liability Policy shall be obtained unless it is deemed not to apply by GOVERNMENT. (GOVERNMENT does not need to be named as additional insured).
- f. GOVERNMENT shall be provided at least 30 days advance written notice via certified mail, return receipt requested, in the event any of the required policies are canceled or non-renewed.
- g. The Professional Liability policy shall be maintained for a minimum of three years beyond the completion date of the project, to the extent commercially available. If not commercially available, CONSULTANT shall notify GOVERNMENT and obtain similar insurance that is commercially available and acceptable to GOVERNMENT.
- h. Said coverage shall be written by insurers acceptable to GOVERNMENT and shall be in a form acceptable to GOVERNMENT. Insurance placed with insurers with a rating classification of no less than Excellent (A or A-) and a financial size category of no less than VIII, as defined by the most current Best's Key Rating Guide shall be deemed automatically acceptable.
- i. After insurance has been approved by GOVERNMENT, evidence of renewal of an expiring policy must be submitted to GOVERNMENT, and may be submitted on a manually signed renewal endorsement form. If the policy or carrier has changed, however, new evidence of coverage must be submitted in accordance with these Insurance Requirements.
- j. CONSULTANT understands and agrees that GOVERNMENT may review, audit and inspect any and all of CONSULTANT'S records and operations to insure compliance with these Insurance Requirements.
- k. CONSULTANT understands and agrees that GOVERNMENT is in no way responsible for the safety and property of CONSULTANT or its personnel, CONSULTANT shall comply with all applicable federal, state and local safety standards related to the performance of its work or services under this Agreement and take reasonably necessary action to protect the life, health and safety and property of its personnel, the public and GOVERNMENT in the locations and areas in which CONSULTANT is performing services under the Agreement.
- l. CONSULTANT understands and agrees that the failure to comply with any of these provisions shall constitute default under this Agreement. CONSULTANT also agrees that GOVERNMENT may elect as its option any single remedy or penalty or any combination of remedies and penalties, as available, including but not limited to purchasing insurance and charging CONSULTANT for any such insurance premiums purchased, or suspending or terminating this Agreement.
11. The CONSULTANT certifies, in accordance with Executive Order 12549 (Debarment and Suspension February 18, 1986) that to the best of its knowledge and belief, that it, its principals, and its subcontractors:

Are not presently debarred, suspended, proposed for debarment, declared negligible, or voluntarily excluded from covered transactions or contract by and Federal department or agency for noncompliance with the Federal Labor Standards, Title VI of the Civil Rights Act of 1964 as amended, Executive Order 11246 as amended or any other federal law;

- a. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- b. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (a) of this certification; and
- c. Have not within a three-year period preceding this proposal had one or more public (Federal, State, or local) transactions or contracts terminated for cause or default.

ARTICLE IV

Additional Terms:

1. This Agreement, in accordance with 49 CFR 18.43, may be terminated by the GOVERNMENT upon thirty days written notice, if CONSULTANT materially fails to comply with any term of the Agreement.
2. This Agreement, in accordance with 49 CFR 18.44 may be terminated for convenience upon thirty days written notice by the GOVERNMENT.
3. GOVERNMENT and CONSULTANT each binds himself and his partners, successors, executors, administrators, assigns and legal representatives of such other party, in respect to all covenants, agreements, and obligations of the Agreement.
4. The CONSULTANT shall not enter into any subcontracts with any agency or individual in the performance of this Agreement without the written consent of the GOVERNMENT prior to the execution of such agreement.
5. If this Agreement results in any copyrightable material or inventions, the GOVERNMENT and/or grantor agency reserves the right to royalty-free, non exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work or materials for government purposes.
6. This Agreement contains the entire and complete understanding of the parties and neither party has relied upon any representation not contained herein.
7. This Agreement, or any part hereof, may be amended from time to time hereafter only in writing executed by the GOVERNMENT and CONSULTANT.

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN COUNTY
GOVERNMENT

BY: _____
Jim Gray, Mayor

ATTEST:

Clerk of Urban County Council

ALTA PLANNING AND DESIGN

BY: _____
MATT HAYES, VICE PRESIDENT

Date

EXHIBIT A – SCOPE OF WORK AND BUDGET SUMMARY

The Lexington Area Metropolitan Planning Organization (MPO), The Lexington-Fayette Urban County Government (LFUCG), The Jessamine County Fiscal Court and Alta Planning and Design will prepare an update of the Lexington Area MPO Bicycle and Pedestrian Master Plan. The counties of Fayette and Jessamine have an established vision for walking and bicycling in our region. While the specific objectives of each county may differ slightly, the desire of the residents of both communities for a safe multimodal transportation system is much the same. In 2007, the Lexington Area MPO developed the first Bicycle and Pedestrian Master plan for the two county urbanized area. The plan compiled a thorough evaluation of the road networks in Fayette and Jessamine County and provided a ranked list for implementing bicycle and pedestrian facilities. Over the last nine years bicycle and pedestrian facility mileage has increased by 166%, however, there remain many gaps in the current network. Additionally, best practices in the planning and design of bicycle and pedestrian facilities has evolved since 2007, necessitating a fresh look at a plan to move forward. Further, there has been growing public interest and supporting evidence at both the local and national level that developing “low stress” bicycle networks that are comfortable to all ages and types of cyclists (with grade or barrier separation, low traffic volumes and/or speeds) can attract and lead to the greatest number of people using bicycles for transportation.

The Lexington Area MPO has received funding through Federal Planning Funds as well as local financial commitments from the Lexington-Fayette Urban County Government and the Jessamine County Fiscal Court for a project budget total of \$220,000. This combined effort will capture the two county urbanized area’s vision and goals for walking and biking, and present a capital improvement project list for quickly developing a connected local and regional bicycle and pedestrian transportation network. The Lexington Area MPO is seeking assistance from qualified consulting firms to provide planning, engineering and marketing services for our Bike and Pedestrian Master Plan Update.

The primary goals for developing the Lexington Area MPO Bike and Pedestrian Master Update are as follows:

1. Transform the two counties visions and goals for walking and bicycling by identifying a list of capital projects that are prioritized by engaging the community through public outreach.
2. Identify priority corridors among existing and proposed bike and pedestrian facilities, and greenway and park trails that connect surrounding suburban areas to local neighborhood centers, concentrated areas of goods, services, education, jobs, parks and other community destinations.
3. Identify public policies that facilitate and promote a safe, low stress and directly connected bicycle and pedestrian network resulting in increases in bicycling and walking for all ages and abilities.
4. Develop a comprehensive walking and bicycling network plan that allows every resident to access a low stress active transportation system connecting to downtown, university campuses, suburban and urban neighborhoods, transit and regional trail systems existing and planned by surrounding communities.
5. Develop a plan identifying the public agencies responsible for maintenance and safety with targeted goals for the levels of equipment and staff necessary to ensure that the bicycle and pedestrian networks facilities are properly maintained and safe for public use.
6. Develop a brand for the overall system and for route corridors that includes wayfinding and signage.
7. Outline strategies for educating the public about facilities, rules, and safety and enforcing such.
8. Identify methods for including bike facilities to increase the reach of transit.
9. Identify corridors or key area areas of opportunity where improvements and/or upgrades to bicycle and pedestrian infrastructure have the greatest opportunity to spur economic development, revitalization and create walkable and transit-oriented urban environments.
10. ID policies or procedures necessary to develop the system and to create a more walkable & bikeable community?

In order to accomplish these goals the plan will focus on connecting the existing/funded shared use trails and on road facilities to proposed local and regional low stress routes and facility types. Community desire for safety and level of comfort will drive the need for safer pedestrian crossings at intersections and mid-block, separated low-stress bicycle facilities, intersection safety improvements and the like. Connections should expand outwards from centers of bike and pedestrian trip generators leading to local and regional population densities. Design

principles should reflect multimodal street design and connectivity and reflect the goals and objectives of the Lexington-Fayette Urban County Governments 2013 Comprehensive Plan and the 2015 Willmore Nicholasville Jessamine County Comprehensive Plan update respectively. The consulting team will need to address education, enforcement, encouragement; marketing, branding and performance measured planning strategies. Plans for other infrastructure items such as bike parking, bike share, wayfinding signs, and amenities will be inclusive to achieving the goals of the plan update.

The consulting team will be provided with the bike and pedestrian GIS databases which include existing, funded and proposed facilities by type, missing sidewalks on one or both sides of the street network, and the Greenway Master Plan. Deficiencies in bike and pedestrian facilities will be identified through an assessment of the above referenced information. Level of comfort, destinations, current best practices and community input will be used to identify priority corridors and the type of facility best suited for the selected route. Design guidelines to be referenced for selection of facilities types should include but are not limited to FHWA Separated Bike Lane Planning and Design Guide, NACTO Urban Bikeway Design Guide, NACTO Urban Street Design Guide, NACTO Transit Street Design Guide, Bicycle Facilities MUTCD, AASHTO Guide for the Development of Bicycle Facilities 4th Edition, ASSHTO Guide for Planning, Design, and Operation of Pedestrian Facilities 1st Edition, ITE's Designing Walkable Urban Thoroughfares, and Local and State Street and Road Design Manuals.

The implementation of the plan will be in the form of a capital improvement project list unique to each county. A system for ranking the project lists (also unique to each community but consistent with the goals of the Plan Update) will determine the order in which the projects will be implemented. In addition to the traditional methods the plan will also identify non-traditional opportunities and partnerships for funding and implementing projects.

SCOPE OF WORK

The general scope of work for this project consists of a planning process that identifies and prioritizes bicycle and pedestrian infrastructure, safety, and educational improvements based on existing and proposed infrastructure, existing plans, and current educational and outreach efforts. The plan update should recognize the 2007 Lexington Area MPO Bicycle and Pedestrian Master Plan's vision and progress while reflecting the changes in design best practices and technology that have occurred since that time. The plan will utilize a community driven approach that recognizes the needs of pedestrians and bicyclists of all ages and socioeconomic status. The product of these processes will produce a clear and concise path forwards to achieve a safe, connected low stress bicycle and pedestrian system for all people. The Plan outcomes should be a direct reflection of the primary goals listed in the project description section of this document.

SERVICES TO BE PROVIDED BY THE CONSULTING TEAM

TASK 1 – Review and Evaluation of Existing Bicycle and Pedestrian Facilities, and Community Plans

The consulting team will review and evaluate the following: existing and proposed bike and pedestrian facilities: the methodology for ranking and projects: and, implementation for the LAMPO two county area. Current Transportation and Land use plans for the urbanized areas will also need to be reviewed and evaluated as they will drive current and future transportation needs. The Lexington Area MPO will provide all available materials for review and evaluation in the form of a link to a digital plan document or GIS data base files for geographically organized information. Bike lanes and shared use trail facilities will be in the form of a GIS geodatabase file that includes existing, funded and proposed facilities. Sidewalk information will be in the form of a GIS geodatabase file that includes sidewalks missing from one or both sides of the roadway that have been scored using safety, pedestrian trip generators, and socioeconomic data to determine the projects rank for implementation. Community planning efforts to be reviewed include but are not limited to the following: Lexington-Fayette Urban County Governments 2013 Comprehensive Plan, 2015 Willmore Nicholasville Jessamine County Comprehensive Plan Update, Nicholasville Jessamine County Bike and Pedestrian School Connector Study; and the following small area plans (SAP) Armstrong Mill West SAP, Cardinal Valley SAP, Winburn SAP, Central Sector SAP, East End SAP, South Nicholasville Rd SAP. Additional documents include LFUGG 2002 Greenspace Plan, University of Kentucky Transportation Master Plan, 2040 Metropolitan Transportation Plan, and the Versailles Rd Multimodal Alternatives Study.

TASK 2 – Steering Committee Meetings

A steering committee of approximately 9-12 members consisting of representatives from LFUCG divisions of Engineering, Parks and Recreation, Planning, The Mayors and Council offices, Nicholasville Jessamine County Parks and Recreation, Nicholasville/Jessamine County/Wilmore Planning, Kentucky Transportation Cabinet, Lexington Downtown Development Authority and the LAMPO will be created to coordinate with the consultant throughout the plan process. The consultant will meet with the committee at key points during the planning process. The first steering committee meeting will focus on the project vision and goals, stake holder outreach, public outreach and study marketing efforts and providing input on existing and future conditions. The remaining steering committee meetings will focus on discussing conceptual design alternatives, methodologies for evaluating or developing metrics for performance measures and project prioritization scoring, the review of draft report documents, evaluating maintenance and safety policy recommendations, providing feedback on marketing, branding and wayfinding strategies and other plan update materials. Finally the steering committee will refine recommendations and project prioritization for implementation of capital projects, education, enforcement and outreach.

TASK 3 – Community Participation and Public Process

Community participation and public process will drive the development of the plan update and is vital to securing funding for the implementation of capital projects. Technology has allowed for a much broader and more encompassing approach to community outreach. A project website, online surveys and presentations, interactive mapping, social media and other non-traditional outreach and public involvement is a desired approach for this project. Traditional public meetings will still be a requirement but a new more innovative approach will allow for the format of those meetings to be on a digital platform and should require less time from the consultant and should be less frequent is this process. Public outreach efforts should be equitable and engage participation by underrepresented populations. Data collected from the public outreach efforts should be digitally formatted for easy distribution to the steering committee. Key Stake Holder groups will be identified and solicited for input on parts of the plan relevant to their particular group. The meeting process for stake holder groups will be either traditional or may utilize one or more of the innovative approaches mentioned above.

TASK 4 – Review and Evaluate the Greenways Master Plan

The Greenways Master Plan was adopted in 2002. Greenways are essential to creating a low stress and connect bicycle and pedestrian network. The consultant will evaluate the Plan's components for inclusion into the Bicycle and Pedestrian Master Plan Update as it relates to the transportation network. Feasibility of remaining proposed trails and alternative routing will be the primary focus.

TASK 5 – Develop Draft of the Bicycle and Pedestrian Network Master Plan

The consultant will assemble and analyze all data collected resulting in a draft plan of the bicycle and pedestrian networks. The consultant will use the information collected through the first four tasks to develop a GIS database that reflects all projects identified. The consultant will work with the steering committee to develop a matrix based scoring system to evaluate and prioritize the projects. The Draft Plan will also include; an executive summary; identify the planning process; the goals and objectives; inventory and analysis of existing conditions; engineering recommendations for typical road or trail cross sections; results and conclusions from community participation and public process; Education and encouragement recommendations; and an assessment of health and economic impacts of the proposed plan.

TASK 6 – Branding and Wayfinding Plan

Branding the bicycle and pedestrian network are essential to educating, informing and encouraging new use, gaining community support and by-in, creating community ownership, and attracting commuter use and tourism to the facilities. The consultant will develop a branding / wayfinding and signage plan conducive to achieving these outcomes. The wayfinding and signage on existing trail networks will help to serve as a model for developing wayfinding and signage plan for the entire network. Wayfinding and signage should include at a minimum the following: Trail and network identification; mileage markings; safety and etiquette; and destinations to community assets.

TASK 7 – Bicycle and Pedestrian Networks Influence on Transit

The primary modes for reaching transit stops are walking and biking. The consultant will develop a plan for projects that extend the reach of current transit system for the first and last mile of these trips.

TASK 8 – Maintenance and Operations Plan

The consultant will develop a plan for maintaining a safe bicycle and pedestrian network. The plan should identify the appropriate government organization(s) for the maintenance and safety of the network. Appropriate levels of funding for personnel, equipment and materials should be included along with milestones for increasing these items as the bicycle and pedestrian transportation network expands over time.

TASK – 9 Capital Improvement Projects Implementation Plan

The consultant will prepare a capital improvement project list unique to each county in the MPO. The project scoring matrix developed by the consultant with based on input from the public and the steering committee will prioritize projects for implementation. The result of the consultants efforts should produce a clear and concise plan for implementing the plan projects over a determine amount of time. The consultant will also recommend changes to existing City standards, Codes and ordinances to help with implementing the plan.

TASK 10 – Lexington Area MPO Bicycle and Pedestrian Master Plan Final Document

Based on the nine previous tasks the consultant will finalize the Bicycle and Pedestrian Master Plan. The consultant will provide a GIS data base file for bike and pedestrian planned routes, identification of primary routes and capital improvement projects and relevant attribute data.

PROJECT DELIVERABLES

The project deliverables shall include hard copies and digital copies of the Lexington Area MPO 2017 Bike and Pedestrian Master Plan that contains but is not limited to the subjects listed in the primary goals and objectives of the plan as well as the 10 task items listed above. The consulting team will also provide a GIS database file for all bike and pedestrian projects in Fayette and Jessamine County. The data base will also include the scoring matrix for the projects so that newly identified projects can be added to the list, evaluated and then added to the capital improvement project list accordingly.